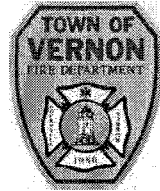




TOWN OF VERNON

P.O. Box 54
Vernon, CT 06066
www.vernonfire.com



STAFF MEETING MINUTES

November 14, 2011

| | |
|------------------|--|
| Chiefs: | Call, Eppler |
| HSO: | Hammick |
| Captains: | Goric, Johnston, Landry, Lavoie, Maguda, McKinney, Muniz, Schambach, Sepeby, Shepard |
| Lieut: | Lucas |
| Fire Marshal: | Absent |
| Ambulance: | Gauthier |
| Communications: | Fisher |
| Chief Engineer: | Mylek |
| Fire Police: | Konarski |
| EMD: | Purcaro |
| Special Members: | Carpenter, Graugard, Hahn, Marth |

RECEIVED
VERNON TOWN CLERK
11 NOV 17 PM 1:28

Mayor George Apel attended the meeting to meet the staff and provide a briefing of his thoughts. He would like to be notified upon major fires and fatal motor vehicle accidents.

Larry from Take a Break Bakery presented a fundraising idea where 20% of the sale proceeds would be donated to the fire department. They would sell baked items to the public from fire dept. locations. It was suggested that weekend sales during the Christmas Tree sales @ Station 141 and possibly the Winterfest event would be good starting points.

The meeting was called to order at 7:00 p.m. by Chief William Call. Motion was made/seconded (Lavoie/Eppler) to accept the October Meeting Minutes.

Training Report:

- Training Committee Meeting Minutes from October 20th are attached. The final meeting of the year will be held this Thursday. It is suggested that younger members may benefit from attending these meetings.
- November Drill Schedule is attached.

- Target Safety login information was shared with the staff. Captains are asked to review for their members. 2012 courses will be coming.

Administration Report:

- Blue light permit lists are due tonight from every company. If they are not available tonight, get them in by the end of the day on November 15th.
- Lt Interview date Monday 11/21/11 at the PSB at 18:45. Class A Uniform or appropriate attire is recommended. Candidates need to be confirmed of their attendance.
- Last reminder for banquet idea changes. AC Landry will meet with the awards committee to talk about some of the changes proposed.
- Hydrant GIS map application is available for Android systems. Down load through your market place. You will also need to download "Adobe Air".

Membership:

Full Membership:

Chris Prue – Fire Police

Leave of Absence:

Rob Talty – 6 months.

Health & Safety:

- Vests arrived this week. They will be distributed when gear is received.
- Two accidents were reported during the storm.
- ID Card project is on track.
- Grant update report has been filed.
- There are problems with the door locks at Station 241. HSO Hammick is to meet with the vendor and IT.
- There are a significant number of NFIRS errors in the month's activities.
- Storm Irene responses have only been received from a few captains.

FEMA representatives have met with Chief Call regarding damages and paid duty activities from the snow storm. Chief Call needs to report what apparatus went and members documented time. There is a chance that money may be reimbursed to the Town/Department. Jean has started an incident number. Captains need to update their participation. Time can be modified if there appears to be a discrepancy. We need to keep better notes of what is being done and by whom during extreme incidents.

- Station 441 does not have internet service. Jean Gauthier will contact Comcast.

Fire Marshal Report: Attached.

EMD:

- A great job was done during the recent storm. Ideas for improvement are welcomed. A formal sit down with the Mayor will be forthcoming. \$420,000 was asked from the Town Council. It looks like the Federal Reimbursement will be coming. The Governor's office has asked for our feedback with CL&P.

Communications:

- Pager from Mayor McCoy needs to be retrieved for the new mayor.
- There were generator issues reported @ Fox Hill during the storm. The generator transfer switch has been repaired. The spare generator will be returned to the fire dept. Jeff Schambach will arrange transport.
- Alpha paging issues – we are still awaiting a report from QV for Box Mountain. They have found an issue the East Windsor Tower.
- Radio items were discussed. We are approaching the \$50,000 that was allocated for this year. The other \$50,000 is available next year.
- Old portables from the Police Department are being offered to us. They are not compatible to ours. Jack is reviewing how they may be used.
- Batteries for in-vehicle chargers were discussed.
- Rescue 141 has a charger for multiple radios. Another charging unit for the PSC is on order. Extra batteries can be ordered.
- Various topics of review of the storm response were discussed.
- Limited radio discussion should be held when there are multiple incidents occurring at the same time. A dedicated plan needs to be put together.
- Issues with TN were reported for their lack of assistance during the storm.
- Training session for EOC dispatching may help members who desire to assist in this capacity during future emergencies.

Chief Engineer:

- Minor vehicle damage was reported from the storm.
- Ladder testing T-141 had issues. Report has been provided and is being given to Dwight.
- Tower Ladders non-destructive testing needs to be done. Tower 541 report needs to be provided.
- 150 heat sensors on the ladders need to be replaced. Our staff can do that.
- Pump testing is estimated at \$500 per apparatus. Chief Call is investigating other options.
- ET-441 back in service.
- R-441 is still out of service. Refrigerator & rub-rail lights have been approved.
- ET-541 is making more noise. John will discuss with Dwight.
- Truck Check for Service 141 displays that it is not being maintained properly. People are not cleaning up after use. Log Books are not being kept up.
- ET-541 and R-141 vendor has been contacted to sell the old apparatus. Photos should be taken.
- New equipment will be received in March/April. Having money upfront from the sale of the old apparatus will help us purchase equipment for the new pieces. Radios must come out of those trucks before selling.

Technology: None

Uniforms:

- Specs will be forwarded to Chief Call. 10-15 people are waiting uniforms.

Old Business:

- Turnout gear will be in any day. We need to find a place to store. Captain Goric suggested storing in the decontamination room. Old gear must be washed/cleaned & re-assembled prior to new items being issued. Fire Line Tape & hoods have been received. One roll of tape per apparatus will be distributed tonight.
- Chain saws are to be marked by each company with their truck numbers. If chains are dull, they will be taken to Public Works for sharpening.
- Station 141 chain saw is missing.

- Station 341 specs will be provided to Chief Call tonight.
- Jim Luddecke desires to pay the members for time during the storm. W-4 tax forms need to be completed by everyone ASAP.
- Names being added to email distribution list need to be done. It needs a central location for updating. Tami and Kathleen will learn. Members need to email to: vernonfire@vernon-ct.gov with the subject to add or delete email address.

New Business:

- HVCC Emergency Food Drive this weekend (11-18 & 19) from 10:00 – 6:00 at both Stop & Shops. A fire truck at each location is needed to attract attention. Captains, send Jean an email with apparatus that is coming and time slots. Flyer will be distributed again on Thursday to attract attention.

Upcoming Events:

- Vernon Winterfest 2011 – All apparatus to line up @ Station 141, December 2nd @ 6:15. There will be a \$100 cash reward for best Vernon apparatus best decked out with Christmas lights. Turnout gear should be worn. We have accounts at Conyers and Rocky's for the purchase of decorations. There is a \$150 limit per apparatus for decoration purchases. We need to invite surrounding towns. Mr. & Mrs. Santa Claus need to be transported downtown. Captain Johnston will assist.
- Christmas Party – Station 241 is distributing tickets for the December 3rd event @ Georgina's. \$26.00 per person. Tickets & money needs to be returned by 11/21. An email needs to be re-sent to the membership. Antonio's Pizza can deliver pizza for stand by coverage.
- Tolland Torchlight Parade will be 11/26 – step off @ 5:00.
- East Side Crew – 2nd Annual Toys for Tikes Run – December 3rd @ 1:00, Station 441.
- Toys for Tikes – Final Sort activity on Sunday, December 18th beginning @ 9:00 a.m... Delivery will be December 19th starting at 6:00 p.m.
- Studio 16 is sponsoring a formal dance event to benefit Toys for Tikes on Saturday, November 26th at the Baymont Inn & Suites. Tickets are \$25 per person. Contact Lisa Bifolck @ (860) 875-0575 or (860) 281-1607 for tickets.

Motion to adjourn was made/seconded (Lavoie/Shepard) @ 9:02 p.m.

Respectfully submitted,



Diane Carpenter, Secretary



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Training Division Training Meeting Minutes ~ October 20, 2011

Open Meeting

Meeting started @ 19:08 with the following members in attendance:

| | | | |
|--------|-------------------|-------------|------------------------|
| Exec. | A/C Eppler | ET-441 | Lt. Solito |
| ET-141 | No Representation | R-441 | FF Pearson |
| R-141 | Excused | ET-541 | Lt. Turkington |
| T-141 | No Representation | T-541 | Capt. Maguda, Lt. Dube |
| ET-241 | FF Orlowski | Fire Police | Lt. Fluckiger |
| ET-341 | Lt. Crespo | Ambulance | |
| E-441 | Lt. Robertson | Special | |

Reading of the minutes from the September 22, 2011 meeting was waived.

Review of the September Department Drills

- Night Drills: (All Companies)

9/19/11: Muster: Excellent job, all companies participated and enjoyed the activities.

9/26/11: Thermal Camera Review: Overall good information and practical applications, it would be a good drill to combine with other training, some companies did not get to try new cameras and there was significant lag time for those waiting.

- Day Drills:

No day drill to report on, the Training Committee is still looking for an additional Day Drill Coordinator to assist with planning regularly scheduled day drills.

- Junior Drill

10/3/11 ET-541, Salvage and Overhaul, very good hands on presentation by ET-541 on salvage and overhaul for the Junior Division members.

November Department Drills

- Night Drills

11/21/11 Propane Safety Presentation, all companies, 19:00 at VCMS auditorium. Part one of a two part presentation on propane safety and fire control.

November Department Drills (cont.)

- 11/28/11 Propane Safety Presentation, all companies, 18:45 at RHS Student Parking lot. Part two of a two part presentation on propane safety and fire control.
- Day Drills
Nothing scheduled.
- Junior Drill
Ladders with T-541

Feedback From Staff Meeting / Executive Board / Standing Committees

- Staff Meeting Highlights – (Staff meeting notes were distributed via email)
- Recruitment Committee / New Recruit Training – Class is in session.

Training Committee Issues

Old Business

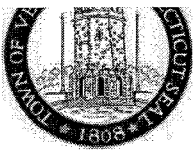
- Confirmation from Superior Energy on scheduling the Propane Safety Training for November. Mutual Aid Departments will be invited.
- Chain saw training, Lt. Schambach is still working with outside vendors (through Public Works) to see what might be available for training on chain saws.
- Other Old Business – None

New Business

- The live burn for the new recruit class is scheduled for this upcoming Saturday (10/22) in Glastonbury.
- The training Committee is still looking for an individual who would like to coordinate day drill activities.
- Companies are to start thinking of what they would like to do for Junior division training next year. The calendar will be discussed at the November Training Committee meeting.
- After reviewing the Department Drill on thermal camera use, all companies are encouraged to take the time to perform additional training with the cameras. The camera is to be used to enhance the basic search techniques, not replace it. Companies can team up with each other as well as the rescue and aerial companies to review the new cameras as well.
- CPR training will be back on schedule for January. Medically trained members will also have a class on BLS protocols and patient refusal forms.
- Suggestions for future drills include scene blocking, parking on scene, smoke maze trailer and chimney fires.
- Other New Business – None.

Close Meeting

The meeting was adjourned at 19:52. ***The next scheduled Training Committee meeting is Thursday, November 17, 2011, 19:00 at the Public Safety Building.*** All companies need to be represented and all interested members are welcome.



FIRE DEPARTMENT

P.O. Box 54
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Training Division DEPARTMENT DRILLS FOR NOVEMBER 2011

CAPTAIN'S, PLEASE POST THIS NOTICE

November Department Drills:

Monday, November 21st:

- Propane Safety

Lecture Session - All Companies 19:00 at Vernon Center Middle School Auditorium.
Presented by Superior Energy.

Monday, November 28th:

- Propane Safety

Practical Session - All Companies 18:45 at Rockville High School student parking lot. Presented by Superior Energy.



TOWN OF VERNON FIRE DEPARTMENT

55 West Main St.
Vernon, CT 06066
www.vernonfire.com



From the office of the Fire Marshal

Fire Marshal's Monthly Report November 14th, 2011

Ongoing FMO Projects:

Regular inspections based upon a periodic schedule, in response to complaints, and inspections of new work continue. Since October 1st 37 existing facilities and 7 sites of new work were inspected.

Additionally during Storm Alfred and the post storm recovery period of Oct 29th thru Nov 7th the FMO responded to 12 emergency fire calls, conducted 11 inspections, completed a public education session with the RGH OR Dept. and worked with the Bldg Off. conducting area surveys and damage assessments of the public utility infrastructure.

The FMO, Building Dept., and EMD along with other Town Depts. are preparing a procedure that will provide clear steps to facilitate the short term emergency relocation of residents after a fire or other emergency.

Upcoming FMO Projects:

The Town Council, at the November 15th meeting will consider waiving the collection of fees for open burn permits between 11-15 and 12-4, 2011. All other conditions and requirements of such permits will remain in effect.

Weather permitting one or two more mill or large industrial building tours will be scheduled for this fall.

Emergency of Hunger' Food Drive - More Important Than Ever

Local emergency and public service agencies will be teaming up again this holiday season to collect food and cash to stock up depleted area food banks and shelters. Representing their respective towns, teams are made up of police, fire, public works and EMS professionals, employees of Eastern Connecticut Health Network (ECHN) and Rotary Club volunteers.

Last year's food drive turned into a heated but friendly competition to see which team could collect more turkeys for holiday baskets, and much needed food items and cash. Last year Vernon bested Manchester with impressive combined totals of 32,574 food items, 1735 turkeys and over \$20,000 in cash and gift cards for needy families during the holidays. This year a team from South Windsor will join in the competition.

At all locations, flyers listing priority items will be handed out at the grocery store entrance and donations will be collected at the exits. To raise the stakes, the police chiefs have agreed to a new wager... A picture of the chief from the winning team will be prominently displayed in the lobby of the two other chief's departments for the year.

Hockanum Valley Community Council (HVCC), MACC Charities and South Windsor Food and Fuel Bank will be the beneficiaries.

The following are the dates, times and locations for collection:

Manchester: Stop and Shop, 286 Broad Street: 11/12, 11/13, 11/19 and 11/20: 1000a-600p

Rockville: Stop and Shop, 50 Windsorville Road: 11/19 and 11/20: 1000a-600p

South Windsor: Stop and Shop, 1739 Ellington Road: 11/19 and 11/20: 1000a-600p

Vernon: Stop and Shop, 10 Pitkin Road: 11/19 and 11/20: 1000a-600p

Jean Gauthier
EMS Coordinator
Town of Vernon Ct.

VERNON WINTERFEST 2011

FRIDAY, DECEMBER 2 *Free Event Day*

- 6:15pm ***Torchlight Parade:*** Vernon Fire Department will host the parade including neighboring town departments. The parade will begin at Station 1 (Rt 30 Fire Station), continue on West Rd, to Union Str, ending in Rockville at Central Park. Mr and Mrs Claus will be aboard the trucks and joining the Carol Sing!
- 6:45pm ***Tree Lighting & Carol Sing***
There will be free snacks and refreshments offered at the Town Hall
- 7:00pm ***Bev's Corner Jacob's Well Coffeehouse***
- 7:30pm ***Bev's Corner:*** Union Congregational Church Praise Team performing Christmas Hymns in a sing-a-long format

SATURDAY, DECEMBER 3

- 9am-12pm ***Children's Holiday Festival:*** This program is run by Vernon Parks & Rec and is open to children 10yrs and younger (children 4&under must be accompanied by a parent or babysitter 16+). Drop your child off at the Vernon Teen Center to enjoy fun activities such as crafts, cookie decorating, holiday movies, moon bounce and more! In lieu of the fee, please bring an unwrapped toy for donation. Pre-registration is required. 860-870-3520.
- 1:00pm ***Arctic Splash:*** This event is run by Vernon Parks & Rec and RHS Student Council. Get sponsors to help raise money for a good cause and take a splash into the cold waters of Valley Falls! Pre-registration is required 860-870-3520.
- 2:00pm ***Thyme for Tea:*** Rockville Community Alliance welcomes you to come enjoy Tea and finger foods in a gorgeous Victorian home. 2 Seatings, 2-3pm and 4-5pm. \$10/pp—all are welcome, even children over 5 with good table manners. Pre-registration required—call Pam DiDio 860-646-5320.

WEDNESDAY, DECEMBER 7

- 10:30am ***Holiday Story Hour & Tree Trimming:*** The Rockville Public Library invites you to help decorate their Christmas Tree in the Children's room and listen to holiday Themed stories.

DECEMBER

Holiday House Decorating Contest: Run by Vernon Parks&Rec and Rockville Community Alliance. Pre-registration required and due to Parks&Rec by 1:00pm Dec 16. Forms available at Parks&Rec and <http://rockvillect.org/2011-holiday-decorating-contest.htm>

*For more information and details please call the group that is running the specific event. More events are likely to be occurring during Winterfest, an updated schedule will be available at the Tree Lighting/Carol Sing on December 2.